

Society of Behavioral Medicine
39th Annual Meeting & Scientific Sessions
New Orleans – April 11 -April 14, 2018
Program Committee Conference Call

Date: Tuesday, June 13, 2017
Time: 12:00 PM PT; 1:00PM MT; 2:00 PM CT; 3:00 PM ET
Dial in: 1.800.377.8846
Pass Code: 37484465#

In Attendance

Rachel Shelton, ScD, MPH Chair
Eric Hekler, PhD, Co-Chair
David X. Marquez, PhD, Past Chair
Deborah Bowen, PhD
Jennifer Huberty, PhD
Meagan Helmick, MPH, CHES
Charles Jonassaint, PhD

Staff

Mary Dean, JD, CAE
Erin Trimmer

Unable to attend

Gary G. Bennett, PhD, President
Kristi Graves, PhD, SIG Chair
Ryan Shaw
Andrea Cherrington, MD, MPH

1. Practice gap reminder

Dr. Shelton reminded the committee to please complete and send their practice gap drafts by Thursday, June 15. Practice gap assignments listed below.

Practice Gap	SBM Members Assigned
Applying Digital Technologies to Improve Health Disparities	Eric Hekler, Charles Jonassaint
Encouraging Physical Activity Across the Lifespan	David Marquez
Social Networks and Chronic Disease	Rachel Shelton
Accelerating the Translation of Research and Practice	Deb Bowen
Multi-level Interventions to Promote Behavior Change	Kristi Graves, Jennifer Huberty
Adoption of Innovations in Clinical Care	Andrea Cherrington, Ryan Shaw
Social Context and Tobacco	Laura Brotzman

2. Alternate revenue

Ms. Dean informed the committee that Dr. Hekler has taken the lead on a sub-group which is working on identifying alternate sources of revenue and sponsorship. The group has identified three target markets; start-ups, established consumer health companies, and universities/government/related professional societies. The group is currently drafting a targeted pitch and prospectus for each group. Ms. Dean also requested that the committee provide any contacts/suggestions for potential sponsors/partnerships for the upcoming Annual Meeting and SBM.

3. Update on the featured poster session

Dr. Shelton provided a brief description of the history of the featured poster session, explaining that 2015 was the first year the featured poster session was introduced with the "null results" poster session which was held on Thursday mid-day. The featured poster session was continued in 2016 with the null results posters with the addition of SBIR posters. Due to post-meeting evaluation feedback requesting a longer lunch period for attendees, the featured poster session will now be held during an evening poster session (most likely the Friday evening poster session).

Society of Behavioral Medicine
39th Annual Meeting & Scientific Sessions
New Orleans – April 11 -April 14, 2018
Program Committee Conference Call

The featured poster session will continue to feature null results and SBIR posters and a question will be added to abstract submission asking submitters to specify which type of presentation they are submitting.

4. Identified additional topic area chairs

Dr. Shelton explained that the topic areas were introduced during the 2017 Annual Meeting planning process and took the place of the tracks and content areas. The main purpose for the change was to streamline the abstract submission and review process, the 15 tracks varied considerably with some tracks receiving hundreds of abstract submissions and others receiving only a handful making it difficult for chairs to assign abstracts to expert reviewers.

Each topic area has one or two topic area chairs and the chair(s) invite abstract reviewers to review the abstracts submitted to that particular topic area, then assign abstracts and make recommendations based on the reviewer scores and comments. In the past, track chairs were asked to serve for three years, invitations were sent out each year giving chairs the option to opt out if they are no longer able to serve in the role. Since 2017 was the first year for the vast majority of topic area chairs the invitation will be extended to the same group. Not all of the topic areas will need two chairs (based on the number of abstract submissions per topic area from 2017). The names grayed out on the spreadsheet have completed the third year of their term and will not be asked to serve again for the 2018 Annual Meeting.

The committee submitted suggestions on the call as well as via email once the call had concluded.

5. Abstract submission timeline reminder

Dr. Shelton gave the committee a brief overview of the abstract submission timeline and informed them they would be receiving promotional posters to encourage colleagues to submit abstracts and attend the 2018 Annual Meeting.

- 7/19 - Abstract submission site opens
- 9/12 - Abstract submission initial cutoff
- 9/15-9/21 – Topic chairs assign abstracts to reviewers
- 9/22-10/3 – Abstracts under review
- 10/4-10/11 – Topic chairs make final recommendations
- 10/23-10/25 – Program Planning Meeting: Abstracts are reviewed by small program committee
- 11/1 - Accepted/Rejected notifications are sent out
- 11/7 - Rapid communication site opens (poster only submissions)
- 1/5 – Rapid communications submission close

6. Office hours with SBM President Gary Bennett reminder

Dr. Shelton reminded the committee that the first question and answer session with SBM President Dr. Gary Bennett is being held on Wednesday, June 14 at 3pm EST and recommended that the committee join and encourage colleagues to join as well. Link below:

<http://www.sbm.org/training/webinars/office-hours>

7. Other business

Dr. Shelton informed the committee that SBM staff and leadership would be traveling to New Orleans at the end of June to tour the meeting space and meet the hotel staff.

Dr. Shelton also shared that they are currently inviting plenary speakers and she would have an update in the upcoming months regarding the speaker schedule.

Next Large Committee Conference Call

Date: Tuesday, July 11, 2017

Time: 12:00 PM PT; 1:00PM MT; 2:00 PM CT; 3:00 PM ET

Dial in: 1.800.377.8846

Pass Code: 37484465#